

**APPLICATION
for a
PUBLIC FACILITY
Idaho Community Development
Block Grant
by
DEARY, IDAHO**



**on behalf of
DEARY RURAL FIRE DISTRICT**

FIRE STATION COMPLETION

John Henderson, Mayor

November 21, 2008

**walter m. steed
& associates
PROJECT ADMINISTRATION**

**1345 Ridgeview Drive
Moscow, Idaho 83843
(208) 883-0123**

November 21, 2008

Donald A. Dietrich, Director
Idaho Department of Commerce
700 West State Street
Boise, ID 83720

Dear Mr. Dietrich:

The City of Deary respectfully submits this application for an Idaho Community Development Block Grant on behalf of the Deary Rural Fire District. The District encompasses not only the City of Deary but also an additional 139 square miles of mostly rural, wild land interface.

Growth in the fire District, especially over the past few years, has made it necessary to acquire additional apparatus to maintain quality fire protection that district patrons deserve. This requires that the District not only have structure protection apparatus but wild land protection apparatus as well. This acquisition of additional equipment has caused them to outgrow their present building. Apparatus is not only "double-parked" inside the existing building but "nose to tail" with only a foot or even less between bumpers. This arrangement makes it difficult to walk from one end of the building to the other and impossible to move between some of the trucks. Basic maintenance on apparatus is virtually impossible without taking it outside the building. This means other trucks must be moved out of the way so the one to be maintained or used in an emergency can be reached. When responding to an emergency, this can greatly increase response times.

The District has been working on this problem for two years and has passed a \$250,000 bond issue, which, with in-kind labor and saved funds, will construct a new "shell" building on property adjacent to the present downtown Deary facility. Building costs, however, are extremely high and without a grant the district cannot afford to complete the structure, which is necessary to make their operations practical.

Specifically, project work will consist of the completion of a 3,000 sq. ft., "shell" fire apparatus building. Without being able to complete this new building, Deary Rural Fire District will remain constrained in its ability to serve the needs of persons in this area of Latah County. Thank you for your consideration.

Yours truly,

John Henderson, Mayor

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IV. ICDBG Application Information Form

Applicant: City of Deary

Chief Elected Official: John Henderson, Mayor

Address: PO Box 236, Deary, ID 83823

Phone: 208-877-1582

Sub recipient (if applicable): Deary Rural Fire District

Chief Elected Official: Brian Robertson, Chairman

Address: PO Box 222, Deary, ID 83823

Phone: 208-877-1692

Application Prepared By: Walter M. Steed & Associates

Phone: (208) 883-0123

Address: 1345 Ridgeview Drive, Moscow, Idaho 83843

Architect/Engineer/Planner: Greg McCracken, AIA, USKH Engineers

Phone: (208) 746-2661

Address: 313 D Street, Suite 200, Lewiston, ID 83501

NATIONAL OBJECTIVE (MARK ONE)

☐ LMI Area ☐ LMI Clientele

☐ LMI Jobs ☒ Slum & Blight

☐ Imminent Threat

PROJECT TYPE (MARK ONE)

☒ Public Facility/
Housing ☐ Community Center

☐ Economic Development ☐ Senior Center

☐ Imminent Threat ☐ Other

PROJECT POPULATION TO BENEFIT (PERSONS): (Census/Survey/Clients/Jobs)

TOTAL # TO BENEFIT:

TOTAL # LMI TO BENEFIT:

% LMI TO BENEFIT:

% MINORITY POPULATION: ____%

PROJECT DESCRIPTION: Completion of a 3,000 sq. ft. fire station shell building to house fire and EMS apparatus.

SOURCE	AMOUNT	DATE APPLICATION SUBMITTED	RESERVED/ CONDITIONAL AWARD	FUNDS COMMITTED/ CONTRACT AWARD DATE	DOCUMENTATION IN APPENDIX ***
ICDBG	\$500,000				
Local Cash	83,450			11-07	A
Local Loan*	250,000			8-06	A
Local In-Kind**	51,154			11-08	A
USDA-RD Grant					
EDA Grant					
State Grant					
Foundation Grant					
Private Investment					
Other (identify)					
TOTAL PROJECT FINANCING	\$884,604				

* Identify Loan Source(s) ____ USDA-RD ____ Date Bond or Necessary and Ordinary Passed ____08/06__

**Describe In-Kind match by type (i.e. materials, labor, waived fees, land value) and amount.

***Identify which appendix corresponding documentation is in. Documentation should be a letter from the appropriate source.

V. Economic Advisory Council Page: Summarize the project need, how the need will be addressed, total project cost, the local ability to finance the project, the local effort and commitment, and the local and regional economic impact.

The Block Grant program is the final funding option to make this much needed fire station project a reality. In an area with a mixture of city structures and wild land exposure fire district patrons are paying increased taxes to pay back a \$250,000 bond issue to build the shell of a new fire station. Additional funds are needed to complete the structure, which will house quick response and first response, fire and medical apparatus.

This project is a major undertaking as another part of the long term planning of the Deary Rural Fire District. They are a victim of their own accomplishments having acquired multiple pieces of fire apparatus but not having adequate storage space to park it all. They very much need to upgrade their fire station space to operate efficiently. The project will provide a long-term solution to the need of the district to have a viable, space efficient plant by completing a 3,000 sq. foot shell building which they have raised funds to construct.

Growth in the area, especially over the past few years, has made it necessary to acquire additional apparatus to maintain quality fire protection that district patrons deserve. This requires that the District not only have structure protection apparatus but wild land protection apparatus as well. This acquisition of additional equipment has caused them to outgrow their present building. Apparatus is not only "double-parked" inside the existing building but "nose to tail" with only a foot or even less between bumpers. This arrangement makes it difficult to walk from one end of the building to the other and impossible to move between some of the trucks. Basic maintenance on apparatus is virtually impossible without taking it outside the building. This means other trucks must be moved out of the way so the one to be maintained or used in an emergency can be reached. When responding to an emergency, this can greatly increase response times.

The District has been working on this problem for two years and has passed a \$250,000 bond issue, which, with in-kind labor and savings, will build a new "shell" building on property adjacent to the present facility. Building costs, however, are extremely high and without a grant the District cannot afford to complete the structure, which is necessary to make operations practical.

Deputy State Fire Marshall Don Strong, in his letter of November 4, 2008, stated, "This building will help relieve the extremely crowded conditions that exist in your present facility." He goes on to say, "Your two year attempt to accomplish this is only prolonging and adding to the cost and the sooner you can complete this project the better value for the community." "Your willingness to provide in kind labor to help reduce the overall costs shows the additional commitments of your people to provide quality fire and ambulance response to the community you serve."

This project will improve the health and safety of residents by providing realistic storage of fire fighting emergency equipment so that it can be maintained and accessed in a reasonable fashion. Local economic impact will be evident by providing protection of life and property.

VI. Threshold Criteria

A. ELIGIBLE APPLICANT:

The applicant is a City ☒ The applicant is a County ☐

If the applicant is sponsoring a subrecipient or this is a joint application, describe the relationship and attach a draft agreement between the parties. Indicate if the subrecipient is a faith-based organization.

Deary, Idaho is making this application on behalf of the Deary Rural Fire District with whom they have executed a Joint Powers Agreement. The sub-recipient is not a faith-based organization. A copy of the Joint Powers Agreement can be found in Appendix 9.

B. ELIGIBLE ACTIVITIES:

List the eligible activities identified from Chapter 2 that are part of the project.

Public Facilities and Improvements

Administrative Activities

C. NATIONAL OBJECTIVE: There are six National Objectives listed below. Complete only the National Objective that will be met with the project.

C.5. Slum and Blight:

The City of Deary in 2005 designated an area of their city as a redevelopment area, due to slum and blight conditions, which included deteriorated buildings and hazardous properties. This designation allowed the city to meet the CDBG national objective (Prevention/Elimination of Slums and Blight) subsequently qualifying for CDBG funding to re-construct their community center, as the existing facility was located within the redevelopment boundary area and contributed to the defined blight. The community center condition is supported in the city's slum and blight analysis report.

The city is now pursuing the construction of a fire station and would like to utilize a CDBG to help fund the construction. The question is... will the construction of the fire station meet a CDBG national objective? Based on the Dept. of Commerce's assessment of this project, the construction of the fire station would fall within the slum and blight national objective, as the project would meet the following:

The area, including the specific buildings, where the existing fire station is located and where the new fire station will be constructed is within an officially designated redevelopment area;

Per the building survey of the area, a minimum of 25% of the properties are deteriorated or deteriorating (even after reconstruction of the community center and new city hall);

The city has established the redevelopment boundary. City Resolution #188, which identified commercial and residential building conditions; and

The proposed activity, construction of the fire station, will address a condition that is contributing to the deterioration of the area; and the construction is eligible activity under public facilities category HCDA Section 105 (a)(2).

D. Citizen Participation:

Describe the citizen involvement in selecting the project and reviewing the application. Describe compliance with the citizen participation plan and any other community plans. A copy of the plan, public notice, affidavit of publication, meeting minutes and sign-in list of attendees is in Appendix 5.

As required by Section 074.05(c) a Citizen Participation Plan was adopted October 6, 2004. In accordance with the Citizens Participation Plan a Notice of Public Hearing was published in the local newspaper more than seven (7) days prior to a public hearing on the CDBG application which was held on November 5, 2008 to receive written and oral comments on the public's perception of the project and to review this Application.

Date of Public Notice October 25, 2008 Date of Public Hearing November 5, 2008

E. Statewide Goals and Strategies:

Identify the goals and strategies that correspond to the project. Describe how the project meets the identified strategies and goal.

GOAL: This project will preserve and enhance the quality of fire fighting in the District and continue to provide a suitable living environment.

STRATEGIES:

- a) Improving safety and livability in the community by;
- b) Increasing access to quality facilities and services through a new fire station to improve maintenance of apparatus and to improve response times.

F. Administrative Capacity:

- 1. Describe applicant's and sub-recipient's (if applicable) ability to manage the project as indicated in Part A. of this Chapter.**

The City of Deary, governed by a mayor and four council persons, employs a city staff of three full and part time persons, including a full time City Clerk/Treasurer, public works employee and a part time maintenance person. Deary Rural Fire District volunteers provide fire-fighting services and the Latah County Sheriff's Department under a contract provides police protection. They have a long

serving Mayor and Council and have successfully administered and constructed two previous large CDBG projects.

Deary Rural Fire District is comprised of 20 firefighters and 24 certified EMS personnel. It is managed by a board of commissioners with a Chairperson, Secretary and Treasurer as officers. The District has after following appropriate procurement practices, hired a professional architect to design and provide cost estimates for the proposed project. The architect will also provide inspection during construction.

The District has one (1) 4X4 4-door Rescue/Quick response truck, two (2) 4X4 4-door Pumper trucks, four (4) 4X4 Brush trucks, one (1) water tender and one (1) 4x4 ambulance.

2. Identify steps taken or to be taken to procure a certified grant administrator.

The District has also, again after following appropriate procurement practices, hired an Idaho Department of Commerce approved grant administrator to assist in making this application and to provide grant administration. See Appendix 6.

G. Fair Housing:

For Public Facility/Housing and Downtown Revitalization projects submit Fair Housing documentation with addendum. For all other projects submit with application.

To be submitted with Addendum.

VII. Program Income: Describe if the project will generate program income and the reuse plan.

Program Income is not a part of this project.

VIII. General Project Description: Include the general project description as outlined in the narrative for this section. Be sure to address all the required details.

A. Community Description:

Describe the applicant's community by size, location, and economy as indicated in Part A of this Chapter.

See Appendix 10 for the County's Labor Market Profile from website www.lmi.idaho.gov.

B. Community Needs Assessment:

Complete the chart below and provide a narrative to identify how all the community's needs have been assessed and how the proposed project is a priority in comparison to other community needs.

Facilities & Infrastructure	Poor	Fair	Good	Previously ICDBG funded
Water			X	X
Sewer		X		X
Electrical			X	
Fire	X (Fire Station)		X (Operation)	
Hospitals			In Moscow	
Housing		X		
Roads		X		
Railroads	None			
Airport			In Lewiston and Moscow	
Broadband			X	
Senior Center			X	
Community Center			X	X
Community Recreation Facilities			X	
Employment Opportunities	Minimal			
Other				

Narrative: In the narrative explain why the project facility or infrastructure is in poor condition and how the project is a priority over the other facilities and infrastructures listed in poor condition.

The Deary Rural Fire District has outgrown its present facility. Rapid growth in the area, especially over the past few years, made it necessary to acquire additional apparatus to maintain the quality fire protection that district patrons deserve. The district encompasses not only the City of Deary but also an additional 139 square miles of mostly rural, wild land interface. This requires that there not only be structure protection apparatus but wild land protection apparatus as well. Building costs are extremely high and without a grant the district cannot afford to build even a modest “shed” to house equipment.

Currently, apparatus is not only “double-parked” inside the existing building but “nose to tail” with only a foot or even less between bumpers. This arrangement makes it difficult to walk from one end of the building to the other and impossible to move between some of the trucks. Basic maintenance on apparatus is virtually impossible without taking it outside the building. This means other trucks

must be moved out of the way so the one to be maintained or used in an emergency can be reached. When responding to an emergency, this can greatly increase response times. (See Appendix 2)

C. Project Description:

Identify the specific components of the project that are to be completed. Identify which will be completed with grant funds and those that will be completed with other funding. This section should be detailed enough that it can be used to write a contract scope of work. Also include a site plan showing the boundaries of the project area and the existing infrastructure in comparison to the project improvements.

A \$250,000 bond issue plus savings will be used to construct a new shell fire station on property previously acquired by the Fire District. The proposed CDBG project will complete the building so it can be used to store quick response and first response, fire and medical apparatus. The present building is so crammed with equipment that efficiency of maintenance and emergency response is severely hampered.

CDBG funds will be dedicated to completing the shell building and administrative costs. Construction work will be interior installation of vapor barrier, insulation, gyp boarding, interior wall framing, cabinets and stairs, interior doors and trim, electrical, lighting, plumbing, HVAC, toilets and fixtures in handicapped accessible restroom, floor covering and painting.

A map of the project location and site plan may be found in Appendix 1.

D. Project Land & Permits: Answer the following questions and attach documentation.

1. Has any land, buildings, easements or right-of-ways been purchased for this project?

☒ Yes ☐ No

List date of Purchase: February 2006

What funds were used to make this purchase? Reserve Funds

2. Will any land, buildings, easements or right-of-ways be needed for this project?

☐ Yes ☒ No

Status of the purchase: None other than in No. 1

3. Is anyone living on the land or in the structures at the proposed site?

☐ Yes ☒ No

4. Is any business being conducted on the land or in the structures at the proposed site?

☐ Yes ☒ No

5. Are there any businesses, individuals, or farms being displaced as a result of this project?

☐ Yes ☒ No

6. Are there permits that will be needed for the project; i.e. well, water rights, land application, demolition permits, zoning permit, air quality permit, etc? ☐ Yes
☒ No

Status of the permits (include plan for securing permits): Building permit will be acquired for construction of shell. This project is to complete the shell building and electrical and plumbing permits will be needed.

7. Describe the ownership/lease arrangements for the property involved in the project.

See No. 1. The property is owned by the Deary Rural Fire Department.

VIII. Budget Narrative: Describe the source and status of all funding for the project according to the instructions in Part A of this Chapter.

In July 2006 the patrons of Deary Rural Fire District passed a \$250,000 bond of which, along with District savings will be used to construct a 3,000 sq. ft. "shell" fire station. USDA-Rural Development is prepared to buy the bond. The District has and will spend \$83,450 of its own funds for grant writing, land, architectural design services and construction. Additionally, in-kind work has cleared the land and will prepare the site for construction.

X. Idaho Community Development Block Grant Budget Form (Use only line items on pages V-7 & V-8)
Applicant or Grantee: CITY OF DEARY (DEARY FIRE) Project Name: FIRE STATION COMPLETION

LINE ITEMS	ICDBG Cash	District Cash	District In-Kind	USDA/ RD Grant	State*	Local* Bond	Private Cash	Private In- Kind	Total
Administrative**	\$ 48,750	\$ 3,500							\$52,250
Land, Structures, Rights of Way		40,000							40,000
Engineering		37,950	12,644			30,000			80,594
Construction	451,250		38,510			215,000			704,760
Legal & Audit		2,000				5,000			7,000
Interest									
TOTAL COSTS**	\$500,000	\$83,450	\$51,154			\$250,000			\$884,604

*Identify funding source

**Administrative expenses and project planning design costs, when totaled, shall not exceed 10% of the total ICDBG amount.

XI. Detailed Cost Analysis

1. Have preliminary plans and specs been submitted to regulatory agencies for review?

☒ Yes ☐ No

Plans and specifications for Deary Fire Station Phase I - "Building Shell Only" have been submitted and approved by the following regulatory agencies: City of Deary, Deary Planning & Zoning, Idaho Transportation Department (ITD) and USDA Rural Development.

If yes, list date submitted: April, 2008

If no, list expected date to be submitted: _____

2. Has final design (for bidding) begun? ☒ Yes ☐ No

Final design, plans and specifications for Deary Fire Station Phase I - "Building Shell Only" are complete and have been submitted and approved per item 1 above.

Final design for the "Interiors" portion of the project (Phase II and the subject of this application) is not complete. Only conceptual design has been completed for this work.

If yes, % complete: 100% for Building Shell 0% for Interior

If no, what is expected start date: January 2009

3. Will project include bid alternatives to meet project budget if necessary?

☒ Yes ☐ No

4. Are Davis Bacon wage rates applicable to the project? ☒ Yes ☐ No

If yes, are they included in the project costs? ☒ Yes ☐ No

5. Have known environmental measures been included in project costs? (ex: dust mitigation, archaeological survey, storm water drainage, wetland mitigation etc.)

☒ Yes ☐ No

6. What will expected construction contingency be at final design? 8%

7. List the last date the owner and design professional discussed project design and details.

Date: 11-12-08

8. Design Professional Cost Estimate may be found in Appendix 3.

XII. Project Schedule

Project Activity	Date (to be) Completed	Documentation in Appendix
Grant Administrator Procured	July 2008	6
Design Professional	2006	
Other Funding Secured	October 2005	4
Permits Identified & Secured	January 2009	
Subrecipient Agreement Drafted	November 2008	9
Construction Documents Complete	January 2009	
Environmental Review Complete	April 2009	
Complete 504 Requirements	September 2009	
Complete Fair Housing Requirements	September 2009	
Bids Advertised	May 2009	
Start Construction	June 2009	
Second Public Hearing	September 2009	
Certificate of Substantial Completion	November 2009	
Closeout	December 2009	

Name of Professional and Agency Contacts	Firm/Agency	Phone	Topic
Grant Writer/Administrator	Walter Steed	883-0123	Planning
Engineer	Greg McCracken, AIA	746-2661	Design
Bond Counsel	Mike Ormsby	509-444-7868	Bond Issue
Funding Agency	Howard Lunderstadt, USDA-RD	762-4939	Funding
Environmental Officer	Walter Steed	883-0123	Envron.
Regulatory Compliance	DEQ – Lewiston	799-4370	Reg.
District Finance Officer	Brian Robertson	877-1692	Tres.
City Finance Officer	Judy Heath	877-1582	City Clerk

XIII. Grantee and Sub-recipient Financial Profiles

Is the Grantee a (circle one)

City

County

If a sub-recipient, what type of Organization (circle one)

Water District

Sewer District

Homeowner's Association

For-Profit Company

Non-Profit Company

Water Association

Fire District

Hospital District

Other (please explain): _____

****INSTRUCTIONS**

For all projects complete Sections III & IV

For all projects that pertain to water complete Section I, III, & IV.

For all projects that pertain to sewer complete Section II, III & IV.

Section I. Water System (only) - Input information for the water system (entity) that is expected to utilize the Idaho Community Block Grant funds.

Water Source(s): ☐ Wells ☐ River ☐ Lake ☐ Springs
☐ Purchase ☐ Other

Water Treatment Method _____

Number of people served by the system _____

Number of hook-ups on the system _____

Number of equivalent dwelling units
 (EDU's) on the system _____

Number of residential EDUs _____

Number of commercial EDUs _____

Number of industrial EDUs _____

Number of Wells _____

Number of Fire Hydrants _____

Storage Reservoir (gallons) _____

Water piping (linear feet) _____

Are all system users on meters _____

Are meters consistently read _____

For residential users, what is the average monthly

Water rate for 10,000 gallons \$ _____

When was the last rate increase _____

How much were the rates increased \$ _____

Annual water system revenue \$ _____

Current funds in capitol improvement account \$ _____

Current funds in reserve fund \$ _____

Total dollar amount owed by customers in arrears \$ _____

Annual water system expenses \$ _____

Residential Hook-Up Fee	\$ _____
Commercial Hook-up Fee	\$ _____
Industrial Hook-Up Fee	\$ _____

Value and description of assets:

Land	\$ _____
Buildings	\$ _____
Equipment	\$ _____
Other	\$ _____
Total Asset Value	\$ _____

Identify outstanding indebtedness:

Years remaining	Annual Payment	Lender
_____	_____	_____
_____	_____	_____
_____	_____	_____

Explain Water Conservation Methods Implemented: _____
_____.

Section II. Sewer System (only) Input information for the sewer system (entity) that is expected to utilize the Idaho Community Block Grant funds.

Sewer Treatment Method _____

Do you have a Pre-treatment system? ☐ Yes ☐ No

Number of people served by the system	_____
Number of residential connection on the system	_____
Number of commercial connection on the system	_____
Number of industrial connection on the system	_____
Number of new connections within the last year	_____
Treatment System capacity (million gallons)	\$ _____
Sewer piping (linear feet)	_____
Number of lift stations	_____
What are the current residential sewer rates	\$ _____
When was the last rate increase	_____
How much were the rates increased	\$ _____
Residential Connection Fee	\$ _____
Commercial Connection Fee	\$ _____
Industrial Connection Fee	\$ _____

Annual sewer system revenue

Current funds in reserve account	\$ _____
Current funds in capitol improvement account	\$ _____
Current dollar amount owned by customers in arrears	\$ _____

Annual sewer system expenses

\$ _____

Value and description of assets:

Land	\$ _____
Buildings	\$ _____
Equipment	\$ _____
Other	\$ _____
Total Asset Value	\$ _____

Identify outstanding indebtedness:

Years remaining	Annual Payment	Lender
_____	_____	_____
_____	_____	_____
_____	_____	_____

Section III. Non-Water/Sewer Applications:

- A. Identify how the organization obtains its operating funding, i.e. bonds, district assessments, other:

___ Fire district tax; bond (for building project)

 _____.

- B. Does the organization have taxing authority? ☒ Yes ☐ No (if no, skip to Section IV)

1. Do you tax? ☒ Yes ☐ No

- a) If yes:

(1) What is the tax rate? .000522454 _____

(2) What is the annual tax amount generated? \$40,948 _____

(3) What are the taxes used to pay for, i.e. equipment, operating expenses, etc.? Equipment, general maintenance and operation, insurance, utilities. _____

2. If your organization does not tax explain why. _____

Section IV. Grantee (city or county) Profile**Financial Summary** (based on most current audit report)**Revenue**

Taxes	\$ 42,348 _____
Licenses and Permits	\$ _____
Intergovernmental	\$ _____
Charge for Services	\$ 2,478 _____
Miscellaneous	\$ 14,021 _____
Other _____	\$ _____

Total Annual Revenue \$ 58,847 _____

Expenses

Total Annual Expenditures

\$__40,292____

Growth Management Planning

When was the comprehensive plan last updated? __n/a____

Which of the following tools do you implement as land use measures and controls?

	Yes	No
Building Codes	<u> X </u>	<u> </u>
Historical Preservation	<u> </u>	<u> X </u>
Conventional Zoning Ordinances	<u> X </u>	<u> </u>
Other Zoning Options: (see below)		
Bonus or Incentive Zoning	<u> </u>	<u> X </u>
Example: allows for increased residential densities if developer will include affordable housing options		
Transfer of Development Rights	<u> X </u>	<u> </u>
Example: transfer development rights to areas where development is wanted and to restrict it in areas where it is not		
Planned Unit Development (PUD)	<u> X </u>	<u> </u>
Example: allows for creative and innovative design at same time creating amenities for public benefit. (mixed use development)		
Development Agreements	<u> X </u>	<u> </u>
Contract between municipality and developer. Municipality specifies what the developer may do and what they are required to do within project area.		

Do you currently implement any of the following?

	Yes	No
Economic Development Plan	<u> X </u>	<u> </u>
Development Impact Fees	<u> </u>	<u> X </u>
Local Option Tax (resort)	<u> </u>	<u> X </u>
Toll roads	<u> </u>	<u> X </u>
Distance Based Impact Fees	<u> </u>	<u> X </u>
Tree City USA	<u> X </u>	<u> </u>

XIV. Community Demographic Profile

Instructions: Complete the un-shaded areas using census data for the city/county applicant.

The census data can be located on our Web site at: <http://community.idaho.gov>

Name of Applicant: ____City of Deary (Deary Rural Fire District)

	TOTALS
TOTAL POPULATION BENEFITED (if different from city/county population in census)	1,000
TOTAL POPULATION IN APPLICANT'S AREA	552
Male	272
Female	280
White	531
Percent of Population	96.2%
MINORITY POPULATION	
Black/African American	0
American Indian/Native Alaskan	10
Asian	3
Native Hawaiian or Pacific Islander	0
American Indian/Alaskan Native and White	10
Asian and White	0
Black/African American and White	0
American Indian/Alaskan Native and Black/African American	0
Other Multi-Racial	4
Hispanic	19
TOTAL MINORITY	32
Percent of Population	5.8%
SENIOR CITIZENS	
Total Persons 65 Years and Over	73
Percent of Population	13.2%
DISABILITY STATUS	
Civilian Non-institutionalized Population 16 to 64	384
Percent with a Work Disability	14.4%
Civilian Non-institutionalized Population 65 Years and Over	71
Percent with a Disability	62.0%
FEMALE HEAD OF HOUSEHOLD	
Total Households	235
Female Householder, No Husband Present	11
Percent of Households	4.7%

XV. Review and Ranking Narrative: Refer to the chapter of this manual that addresses the type of project the community is proposing (Public Facility/Housing, Economic Development, Downtown Revitalization, Senior/Community Center). There will be an outline of the ranking criteria used by the Idaho Department of Commerce to make recommendations to the Economic Advisory Council. Be sure to address each ranking criterion, and if a criterion does not apply to the project, state it as such. Be sure to complete all of the forms included within the chapter as well.

E. Eligible Activity Priority Ranking Sheet

Fill in the percentage of the project's budget that will be spent on the following activities. The Total Points Awarded column will be completed by department staff.

Eligible Activity	Points Possible	Percentage of ICDBG Budget Spent on Activity	Total Points Awarded
Acquisition of Real Property	100		
Acquisition of Real Property for Housing Projects	50		
Public Facilities and Improvements-Health and Safety Related	100	90.25%	
Public Facilities and Improvements-Housing Related	75		
Public Facilities and Improvements-Social Service Related	50		
Engineering-Architectural	100		
Code Enforcement	50		
Clearance and Demolition	10		
Removal of Architectural Barriers	50		
Rental Income Payments	0		
Disposition of Property	10		
Public Services	0		
Completion of Urban Renewal Projects	0		
Relocation Payments	25		
Planning Activities	0		
Administration Activities	100	9.75%	
Grants to Nonprofit Community Organizations	0		
Grants to Nonprofit Community Organizations for Housing Projects	75		
Energy Planning	0		
Housing Rehabilitation	75		
Total Points Awarded to Project			

II. National Objectives: Complete the need and impact for the project type that is Public Facilities.

A. NEED: (½ page narrative)

This project is a major undertaking as another element of the long term planning of the Deary Rural Fire District. They are a victim of their own accomplishments having acquired multiple pieces of fire apparatus but not having adequate storage space to park it all. They very much need to upgrade their fire station space to operate efficiently. The project will provide a long-term solution to the need of the district to have a viable, space efficient plant by completing a 3,000 sq. foot shell building which they have raised funds to construct.

Growth in the area, especially over the past few years, has made it necessary to acquire additional apparatus to maintain quality fire protection that district patrons deserve. This requires that the District not only have structure protection apparatus but wild land protection apparatus as well. This acquisition of additional equipment has caused them to outgrow their present building. Apparatus is not only “double-parked” inside the existing building but “nose to tail” with only a foot or even less between bumpers. This arrangement makes it difficult to walk from one end of the building to the other and impossible to move between some of the trucks. Basic maintenance on apparatus is virtually impossible without taking it outside the building. This means other trucks must be moved out of the way so the one to be maintained or used in an emergency can be reached. When responding to an emergency, this can greatly increase response times. (See Appendix 2)

Deputy State Fire Marshall Don Strong, in his letter of November 4, 2008, stated, “This building will help relieve the extremely crowded conditions that exist in your present facility.” He goes on to say, “Your two year attempt to accomplish this is only prolonging and adding to the cost and the sooner you can complete this project the better value for the community.” “Your willingness to provide in kind labor to help reduce the overall costs shows the additional commitments of your people to provide quality fire and ambulance response to the community you serve.” (See full letter in Appendix 7 as well as July 5, 2007 letter from Mark Larson, Idaho State Fire Marshall.)

B. IMPACT: (½ page narrative)

- (1) What benefits will Low and Moderate Income persons receive from this project?
- (2) What are the ramifications if the project is not funded, i.e., higher rates, lack of facility, loss of property, etc.
- (3) If the project comes in over budget, what components will be cut?
- (4) If a component is cut, what will the grantee do to continue the improvement
- (5) What procedures will be developed to measure short and long term permanent impacts of the project?

- (1) This is a Slum and Blight national objective project, however, that does not mean the citizens of the District will not receive the benefits of the fire District being able to better maintain its equipment and to provide better response times from stations that have adequate room to store apparatus.
- (2) If the project is not funded they will have a new but unfinished “shell” fire station and have to continue to operate out of the existing, cramped quarters.
- (3) and (4) All elements of the project are necessary for its designed use. If the project comes in over budget probably nothing will be cut but rather more work will be done through donations and in-kind labor.
- (5) Short and long term permanent impacts will be evident through better maintenance of equipment and reduced response times by the District.

III. Project Categories

A.

1. **Design Professional Documentation**– The District previously hired, through proper procurement processes, USKH, Inc. of Lewiston to create the plans and cost estimates found in the Appendix and to act as project architect for bidding and construction. Their services are being paid by donated time, District cash and from USDA-Rural Development loan funds; not from the CDBG.
2. **Grant Administration Documentation** – The District has, after following appropriate procurement practices, hired W. M. Steed & Associates of Moscow, an Idaho Department of Commerce certified grant administrator, to assist in the making of this application and to provide administrative services for the project. Documentation of the advertisement and rating and ranking sheets can be found in Appendix 6. The contract for services has been sent under separate cover.
3. **Plan or Studies** – USKH, Inc. has completed plans and cost estimates for the project, which can be found in Appendices 1 and 3.
4. **Planning for specific project type: Water and Sewer system projects** – (Provide a conditional approval issued by DEQ of the facilities study or the project’s specifications and drawings) Not applicable.
5. **Environmental Scoping** – The ICDBG Environmental Scoping – Field Note Checklist has been completed and not only have environmental information request letters been mailed, but some responses received. See Section XVIII of this application and Appendix 8.
6. **Agency Viability** –
 - (1) **Utility Rate Review** – Not applicable.

(2) **Completion of ICDBG Financial Profile Worksheet** – The completed worksheet may be found in Section XIII of this application.

7. **Property Acquisition** – Two years ago the District acquired the lot immediately behind the existing fire station.

8. **Funding Commitments** – A copy of USDA's commitment may be found in Appendix 4. USDA-RD will forward the full amount of the bond to the District.

9. **Schedule** – The schedule is shown in Section XII of this application.

10. Administrative Capacity –

(1) Has the applicant completed a Section 504 or ADA Self Evaluation and Transition Plan? ☒ Yes ☐ No
Coordinator: City Clerk

(2) What is the most current building code the applicant has adopted? The City of Deary has adopted a Fair Housing Plan and has adopted the 2006 International Building Code.

(3) Are the Fair Housing Accessibility Standards as a component of their building code? ☒ Yes ☐ No

B. Cost Analysis –

The Detailed Cost Analysis information can be found in Section XI of this application.

XVII. CERTIFICATIONS

I certify the data in this application is true and correct, that this document has been duly authorized by the governing body of Deary, Idaho and we will comply with the following laws and regulations if this application is approved and selected for funding.

- National Environmental Policy Act of 1969
- Civil Rights Act of 1964 Pub.L 88-352
- Civil Rights Act of 1968 Pub.L 90-284
- Age Discrimination Act of 1975
- Rehabilitation Act of 1973, Section 504
- Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended (49 CFR Part 24)
- Housing and Community Development Act of 1974, as amended Pub.L 93-383
- Davis-Bacon Act (40 USC 276a - 276a-5)
- Historic Preservation Act
- OMB Circular A-87, and ensure that sub-recipient complies with A-110 and A-122
- Section 106 of the Housing and Urban Recovery Act of 1983 certifying to:
 - Minimize displacement as a result of activities assisted with CDBG funds by following the Idaho Department of Commerce & Labors anti-displacement and relocation assistance plan;
 - Conduct and administer its program in conformance with Title VI and Title VIII, and affirmatively further fair housing;
 - Provide opportunities for citizen participation comparable to the state's requirements (those described in Section 104(a) of the Act, as amended);
 - Not use assessments or fees to recover the capital costs of ICDBG funded public improvements from low and moderate income owner occupants;
 - Abide by all state and federal rules and regulations related to the implementation and management of federal grants;
 - Assess and implement an Accessibility Plan for persons with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973, as amended;
 - **Adopt and implement an Excessive Force Policy;**
 - Prohibition of Use of Assistance for Employment Relocation, Section 588 of the Disability Housing and work Responsibility Act of 1998 Pub. L 105-276.
 - Anti-Lobbying Certification: No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of, employee of a member of, officer of or employee of Congress in connection with the awarding of any federal contract, the making of any federal grant or loan, the entering into any cooperative agreement and the extension, renewal, modification or amendment of any federal contract, grant, loan or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of, employee of a member of, officer of or employee of Congress in connection with this federal grant, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Signed by Chief Elected Official

Date

John Henderson, Mayor
Typed Name

XVIII. ICDBG Environmental Scoping - Field Notes Checklist

Applicant City of Deary **Sub Recipient** Deary Rural Fire District

This site and desk review checklist is to be completed by the Applicant and submitted with the application.

The purpose of the checklist is to help the Applicant and ICL better understand what environmental statutes or provisions per 24 CFR 58 might impact the proposed project. The information will assist in understanding what studies, documentation, and mitigation measures could be applicable and to assist in completing the environmental review record. The Applicant may choose to attach this scoping checklist as part of the environmental review record.

1. Limitations on Activities

Is the Grantee planning or in the process of acquiring property for this proposed project? ☐ Yes ☒ No

If yes, is the Applicant aware that land acquired or site work after submission of the ICDBG application is subject to 24 CFR 58.22 Limitation on Activities Requiring Clearance? Meaning once an application for ICDBG funds is submitted, neither Applicant or sub recipient, may commit Non-HUD funds to a project for land acquisition or site work (except for minor testing) before the environmental review is complete, unless the land acquisition or contract is conditioned on completion of the ICDBG environmental review.

2. Historic Preservation

Has the SHPO been notified of the project? ☒ Yes ☐ No

Have tribes with possible cultural and religious sites been notified of the project? ☒ Yes ☐ No

3. Floodplain Management

Is the project located within a floodway or floodplain designated on a current FEMA map? Check Web site <http://store.msc.fema.gov/> ☐ Yes ☒ No ☐ Not Sure

If yes, is the community where the project is taking place a participant in the National Flood Insurance Program. Check Web site www.idwr.idaho.gov/water/flood ☐ Yes ☐ No ☒ N/A

4. Wetland Protection

Are there ponds, marshes, bogs, swamps, drainage ways, streams, rivers, or other wetlands on or near the site? ☐ Yes ☒ No

If yes, has the Army Corps of Engineers (ACoE) been notified? ☐ Yes ☐ No ☒ N/A

5. Sole Source Aquifers (Clean Water Act)

Is proposed aquifer located over an EPA designated aquifer area? ☐ Yes ☒ No

6. Endangered Species Act

Has U.S. Fish and Wildlife Service, NOAA Fisheries, and Idaho Fish and Game Regional Office been notified about the project? ☒ Yes ☐ No

7. Wild and Scenic Rivers Act

Is the project located within one mile of a designated wild and scenic river? Idaho wild and scenic rivers include portions of the St. Joe, Lochsa, Selway, Middle Fork of the Clearwater, Snake, Rapid, and Middle Fork of the Salmon. Check Web site www.nps.gov/rivers/ ___ Yes ___3_ No

8. Clean Air Act

Is the project located in a designated non-attainment area for criteria air pollutants? ___ Yes ___3_ No

For building demolition or improvements has an asbestos analysis been planned for or conducted?
___ Yes ___ No ___3_ N/A

For housing rehabilitation has a lead based paint assessment been planned for or conducted?
___ Yes ___ No ___3_ N/A

9. Farmland Protection Policy Act

Is the project located on a site currently zoned as residential, commercial, or industrial? ___3_ Yes
___ No

Is the project area currently being utilized for farm or agricultural purposes ? ___ Yes ___3_ No

If yes, has the USDA Natural Resource Conservation Service or local planning department been notified about the project? ___ Yes ___ No ___ N/A ___3_

10. Environmental Justice

Does project have a disproportionate environmental impact on low income or minority populations?
___ Yes ___3_ No

11. Noise Abatement and Control

Is the project new construction or rehabilitation of noise sensitive use (i.e. housing, mobile home parks, nursing homes, hospitals, and other uses where quiet is integral to the project functions)?
___ Yes ___3_ No

If yes is the project located within 5 miles of an airport, 1000 feet of a major highway or busy road, or 3,000 feet of a railroad. ___ Yes ___ No ___3_ N/A

12. Explosive and Flammable Operations

Is the physical structure (not necessarily infrastructure) intended for residential, institutional, recreational, commercial or industrial use? ___ Yes ___3_ No

If yes, are there any above ground explosive or flammable fuels or chemical containers within one mile of the physical structure? ___ Yes ___ No ___3_ N/A

If yes, have you been able to identify what the container is holding and the container's size?
___ Yes ___ No ___3_ N/A

13. Toxic Chemicals and Radioactive Materials

Are there any known hazardous materials, contamination, chemicals, gases, and radioactive substance on or near the site? ___ Yes ___3_ No

If yes, explain _____

During the visual inspection of the site is there signs of distressed vegetation, vents or fill pipes, storage/oil tanks, stained soil, dumped material, questionable containers, foul or noxious odors, etc.

☐ Yes ☒ No

If yes, explain _____

At this time is the site's previous uses known to have been gasoline stations, train depots, dry cleaners, agricultural operations, repair shops, landfill, etc.? ☐ Yes ☒ No

Are other funding agencies requiring the Grantee to perform an American Society for Testing Materials (ASTM) environmental assessment? ASTM assessment involves analysis of site uses and ownership, inspection of site, and possible testing. ☐ Yes ☒ No

14. Airport Clear Zones and Accident Potential Zones

Is the project located within a designated airport runway clear zone or protection zone? ☐ Yes ☒ No

Does the project involve acquisition of land or construction/rehabilitation of building or infrastructure in an airport runway clear zone or protection zone? ☐ Yes ☒ No

If yes, is the grantee aware that the airport operator may wish to purchase the property at some point in the future as part of a clear or accident zone acquisition program? ☐ Yes ☐ No ☒ N/A

15. Other Environmental Reviews

Have facilities studies or other environmentally related site reviews been conducted or in the process of being conducted? ☒ Yes ☐ No

If yes, are there any identified concerns or recommended mitigation measures? ☐ Yes ☒ No

List if known - _____

16. Information Letters

The advanced mailing of environmental information letters is sought in an effort to minimize the project's timeline in waiting for necessary documentation or information. It will also assist in earlier responses to required mitigation measures should the proposed project receive ICDBG funding.

Place a check mark by the agencies that have been mailed an environmental information letter.

- ☒ Idaho State Historic Preservation Officer
- ☒ Tribal Historic Preservation Officer or Tribal Office
- ☒ Idaho Department of Water Resources
- ☒ Army Corps of Engineers (if wetlands are applicable)
- ☒ U.S. Fish and Wildlife
- ☒ NOAA Fisheries (if salmon and/or steelhead are applicable)
- ☒ Idaho Fish and Game
- ☐ USDA Natural Resource Conservation Service (if farmlands are applicable)
- ☒ Idaho Department of Environmental Quality
- ☐ Local Government – Planning Department
- ☐ Others _____

Completion of the scoping checklist does not constitute that all environmental provisions or clauses related to 24 CFR 58 Environmental Reviews have been met or are known at this time.

____Walter Steed____
Completed By

____11-11-08____
Date

ALPHABETICAL APPENDIX	
Citizens Participation Plan	5
Cost Estimates	3
Environmental Rev. Officer Appointed	6
Environmental Scoping Letters and Responses	8
Grant Writer Contracted	6
Grant Writer Rating and Ranking	6
Grant Writer Solicitation	6
Joint Powers Agreement	9
Labor Market Profile	10
Letters of Support from Fire Marshalls	7
Minutes of Public Hearing	5
Notice of Public Hearing	5
Present Floor Plan and Photos	2
Project Maps	1
Sources of Local Match	4
USDA-RD Support Letter	4

NUMERICAL APPENDIX	
Project Maps	1
Present Floor Plan and Photos	2
Cost Estimates	3
Sources of Local Match	4
USDA-RD Support Letter	4
Citizens Participation Plan	5
Notice of Public Hearing	5
Minutes of Public Hearing	5
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